

TO: All Town Departments
FROM: Human Resources
DATE: October 20, 2015
RE: **2016** Town Holiday Schedule

<u>HOLIDAY</u>	<u>DATE OBSERVED</u>
New Year's Day	Friday, January 1, 2016
Martin Luther King, Jr. Day	Monday, January 18, 2016
Presidents' Day	Monday, February 15, 2016
Patriots' Day	Monday, April 18, 2016
Memorial Day	Monday, May 30, 2016
Independence Day	Monday, July 4, 2016
Labor Day	Monday, September 5, 2016
Columbus Day	Monday, October 10, 2016
Veterans' Day	Friday, November 11, 2016
Thanksgiving Day	Thursday, November 24, 2016
Christmas Day	Monday, December 26, 2016

In addition to the above listed holidays, employees shall be granted one additional holiday as a floating holiday that must be used between November 1st and the following April 1st of each year.